

## APPENDIX I

### HORIZONTAL GAZE NYSTAGMUS (HGN)

This is the first of the three standardized field sobriety tests that you will administer to the suspect. Nystagmus is the involuntary jerking of the eyes. HGN is a very reliable field sobriety test by itself (77%). The test requires the suspect to follow a stimulus that is moved in front of the suspect's face.

#### Administrative Procedures

- o Have the suspect remove their glasses if they are wearing them.
- o Tell the suspect to put their feet together and place their hands at their sides.
- o Tell the suspect to keep their head still during the test.
- o Tell the suspect to look at the stimulus.
- o Tell the suspect to follow the movement of the stimulus with their eyes only.
- o Tell the suspect to continue looking at the stimulus until they are told that the test is over.
- o Position the stimulus approximately 12 to 15 inches from the nose in and slightly above eye level to commence the test.
- o Check for equal tracking of the eyes.
- o Check for equal pupil size and resting nystagmus.
- o Check the eyes for lack of smooth pursuit. Always starting with the suspect's left eye.
- o Check the eyes for distinct and sustained nystagmus at maximum deviation. Start with the left eye.
- o Check the eyes for the onset of nystagmus prior to 45 degrees. Start with the left eye.
- o Total the clues.
- o Check for Vertical Nystagmus.

## DOCUMENTING THE TEST

**Three** validated clues of impairment have been established for the Horizontal Gaze Nystagmus test.

- o Lack of smooth pursuit
- o Distinct nystagmus at maximum deviation
- o Onset of nystagmus prior to 45 degrees

A minimum of four clues are needed to determine if the suspect's B.A.C. level is above 0.10 percent.

## WALK AND TURN

This test should already be very familiar to you from your previous training. The test requires the suspect to stand in a heel-to-toe fashion with arms at the sides while a series of instructions are given. Then, the suspect must take nine heel-to-toe steps along a line, turn in a prescribed manner, and take another nine heel-to-toe steps along the line. All of this must be done while counting the steps out-loud and keeping the arms at the sides. The suspect should not stop walking until the test is completed.

### Administrative Procedures

- o Tell the suspect to place their left foot on the line.
- o Tell the suspect to place the right foot on the line, in front of the left foot, with the heel of the right foot against the toe of the left foot. **DEMONSTRATE** the heel-to-toe stance.
- o Tell the suspect to put their arms down against their sides, and to keep them there throughout the entire test.
- o Tell the suspect that they are to maintain this position while you give the instructions. **EMPHASIZE** that the suspect must not start walking until you say to "begin".
- o Ask the suspect if they understand.

**NOTE:** If at any time while you are giving the rest of the instructions the suspect should break away from the heel-to-toe stance, stop giving instructions until he or she resumes the stance.

- o Tell the suspect that, when you say to "begin", they must take nine heel-to-toe steps down the line, turn around, and take nine heel-to-toe steps up the line.

- o Tell the suspect that every time they take a step, the heel must be placed against the toe of the other foot. **DEMONSTRATE** several heel-to-toe steps.
- o Tell the suspect that, when the ninth step has been taken, they must leave the front foot on the line, and turn around using a series of small steps with the other foot. **DEMONSTRATE** a proper turn.
- o Remind the suspect that, after turning, they must take another nine heel-to-toe steps up the line.
- o Tell the suspect that they must watch their feet at all times, must count the steps out loud, and must keep the arms down at the sides.
- o Tell the suspect that, once they start walking, not to stop walking until the test has been completed.
- o Ask the suspect if they understand.
- o Tell the suspect to "begin".

**NOTE:** If the suspect fails to either look at their feet or count their steps out loud, remind the suspect to do so and note the occurrence on the evaluation form. These tasks are part of the validated clues and must be performed to properly evaluate divided attention.

### DOCUMENTING THE TEST

**Eight validated clues** of impairment have been identified for the Walk and Turn test. Two clues apply while the suspect is standing heel-to-toe and listening to the instructions:

- o Can not keep balance (i.e., suspect breaks away from the heel-to-toe stance)
- o Starts too soon (i.e., suspect starts walking before you say "begin")

At the top of the checklist portion of the Walk and Turn segment of the standardized note guide, you will record the number of times these two clues were observed while you were giving the instructions. For example, if the suspect breaks away from the heel-to-toe stance twice, put two check marks in the "Cannot keep balance" block.

The other **six** validated clues apply during the walking stage of the test. They are:

- o Stops walking
- o Misses heel-to-toe
- o Steps off the line

- o Raises the arms while walking
- o Takes the wrong number of steps
- o Turns improperly

In the checklist area, you will record the first five of those, separately for the first nine steps and the second nine steps. Below the checklist area, you will describe how the suspect turned. If he or she turned in the appropriate fashion, simply write "proper" in that space.

If the suspect "staggered to the left" or executed an "about face" turn, write that description in the space.

If the suspect was unable to begin or complete the test, explain why. Usually, this will be due either to a physical infirmity that precludes the test entirely (e.g., "suspect has an artificial left leg") or to your decision to stop the test (e.g., "suspect is in danger of being injured due to the lack of balance"). Whatever the case might be, some reason must be documented for a test that wasn't given or completed.

### ONE LEG STAND

This test requires the suspect to stand on one leg. The other leg is to be extended in front of the suspect in a stiff-leg manner, with the foot held approximately six inches above and parallel with the ground. The suspect is to stare at the elevated foot, and count out loud until told to stop, in this fashion: "one thousand and one, one thousand and two, one thousand and three, ...".

### Administrative Procedures

- o Tell the suspect to stand with the feet together and the arms down at the sides.
- o Tell the suspect to maintain that position while you give the instructions; emphasize that they should not try to perform the test until you say to "begin".
- o Ask the suspect if they understand.
- o Tell the suspect that, when you say to "begin", they must raise their leg in a stiff-leg manner, and hold the foot approximately six inches off the ground, with the toe pointed forward so that the foot is parallel with the ground.
- o **DEMONSTRATE** the proper one-legged stance.
- o Tell the suspect that they must keep the arms at the sides and must keep looking directly at the elevated foot, while counting in the following fashion: "one thousand and one, one thousand and two, one thousand and three", and so on until told to stop.

- o Ask the suspect if he or she understands.
- o Tell the suspect to "begin".

**NOTE:** It is important that this test last for thirty seconds. You must keep track of the time. If the suspect counts slowly, you will tell him or her to stop when thirty actual seconds have gone by, even if, for example, the suspect has only counted to "one thousand and twenty". Indicate/record the suspects actual internal clock time.

### DOCUMENTING THE TEST

**Four** validated clues of impairment have been identified for the One Leg Stand:

- o Sways while balancing
- o Uses arms to balance
- o Hopping
- o Puts foot down

You will place check marks in or near the small boxes to indicate how many times you observed each of the clue.

You must pay attention to the suspects general appearance and behavior while he or she is performing this test. Take note of any body tremors or muscle tension that may be apparent. Listen for any unusual or "interesting" sounds or statements the suspect might make while the test is in progress. Make sure that any such information is documented on a SFST Field Note Sheet or in your narrative report.

### ROMBERG BALANCE

This test requires the suspect to stand with both feet together, the head tilted slightly back, the eyes closed and estimate the passage of thirty seconds. When the suspect believes that the thirty seconds have passed, he or she is to tilt the head forward, open the eyes and say "stop".

### Administrative Procedures

- o Tell the suspect to stand with the feet together and the arms down at the sides.
- o Tell the suspect to maintain that position while you give the instructions. Emphasize that they must not start the test until you say "begin".
- o Ask the suspect if they understand so far.
- o Tell the suspect that, when you tell them to, they must tilt their head back slightly and close their eyes. **DEMONSTRATE** how the head should be tilted back, but **DO NOT CLOSE YOUR EYES** while demonstrating.

- o Tell the suspect that when you say "start", they must keep their head tilted back with the eyes closed until they think that thirty seconds have gone by. DO NOT tell the suspect to "count to thirty seconds" or to use any other specific procedure to keep track of time. But on the other hand, DO NOT tell the suspect that they are not allowed to count to thirty seconds. SIMPLY SAY, "keep your head tilted back with your eyes closed until you think that thirty seconds have gone by".
- o Tell the suspect that, when they think the thirty seconds have gone by, they must bring the head forward, open the eyes, and say "stop".
- o Ask the suspect if they understand.
- o Glance at your watch and pick a convenient time to start the test.
- o Tell the suspect to tilt their head back and close their eyes.
- o Tell the suspect to begin.
- o Keep track of the time while the suspect performs the test.
- o When the suspect opens their eyes, ask them "how much time was that?"
- o If ninety seconds elapse before the suspect opens their eyes, stop the test.

Look and listen for the following:

- o suspect unable to stand still or steady with the feet together
- o body tremors
- o eyelid tremors
- o muscle tone (either more rigid or more flaccid than normal)
- o any statements or unusual sounds made by the suspect when performing the test

DOCUMENTING THE TEST

Record the estimated number of inches of sway exhibited by the suspect. You should estimate the approximate extent of swaying for both front to back and side to side.

To indicate impairment of the suspects' "internal clock", record the actual number of seconds the suspect stood with the eyes closed.

Document any of the above, or any other noteworthy observations and explain as necessary in the narrative section of your report.